

8 MAY 1980

MEMORANDUM FOR:

[REDACTED]
Special Assistant to the DDCI

VIA:

Deputy Director for Administration

FROM:

James H. McDonald
Director of Logistics

SUBJECT:

EXCOM Space Briefing - 7 May 1980

On 7 May 1980, the Executive Committee will be given a briefing on the Agency's office and special purpose space holdings in the Metropolitan Washington Area (MWA). This briefing will conclude with a recommendation that the Agency proceed with a course of action leading to major construction and consolidation of the Agency's MWA assets at Langley. The following specific recommendations are key to that objective.

1. Establish the goal of construction of a building or buildings and consolidation of Agency MWA personnel at Langley as a matter of Agency policy. In order to achieve this goal, the personal support and endorsement of the DCI is deemed essential.
2. Approve creation of a Building Planning Staff consisting of seven positions. The Staff will be responsible for initial analysis, development of requirements, internal and external coordination, development of budget proposals, and supervision of construction.
3. Authorize a professional architectural and engineering study to support the Building Planning Staff. This study should be conceptual and focus on function, alternatives, and economical construction.
4. Program \$210,000 in FY 81 to fund the seven staff positions for the Building Planning Staff and \$1,415,000 in FY 82 to fund the Staff and the A&E study.
5. Funds for construction should be obtained through legislative means rather than through General Services Administration and the Prospectus process.

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[REDACTED]
James H. McDonald

cc: DDA

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NEW BUILDING PROJECT SCHEDULE

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